

Foreign Service Serial No. 888

CONFIDENTIAL

COLLECTION OF PHOTOGRAPHS

To

American Diplomatic and Consular Officers.

Sirs:

The Central Intelligence Agency has undertaken to maintain and develop, as a common service to the departments and agencies of the Government, a comprehensive collection of photographs and pictorial material (exclusive of aerial photographs) on foreign areas. The nucleus of the Central Intelligence Agency collection is the collection developed during the war years by the Office of Strategic Services, with which have been combined other smaller collections, such as that of the Institute of Inter-American Affairs.

In order to be of maximum effective use to Government agencies, it is essential that this collection be built up by the continuous receipt of photographs of foreign areas from all available sources. To this end the services and assistance of Foreign Service posts are desired.

You are requested to forward to the Department representative photographs covering the subjects listed below, as they may become available. The pictorial coverage desired may be found in travel folders, magazines, periodicals, newspapers, or other pictorial publications which contain reproducible photographic material, as well as photographs taken by private individuals. It is hoped that Foreign Service officers, aware of the value of pictorial material and of the existence of a central organization to collect and service such material, may be encouraged to exercise their own initiative and to take and forward photographs as opportunity is afforded.

The following list indicates in general terms the subjects on which photographic coverage is desired. As a general rule, photographs of installations and buildings taken prior to 1945 are not desired, although pictures of terrain prior to 1945 are useful and should be forwarded. Typical tourist views of cities, principal squares, scenic views, etc., need not be forwarded, since they will have already been published in magazines and newspapers and included in the collection. However, even in these well-covered cities there will be areas, particularly the industrial district, on which pictures would be welcome. It is desirable that as much information as possible be given for each picture forwarded, including the location, the date, time of day, and an identification of the objects in the picture.

A. Photographs

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- (A. Photographs of important persons, both military and political (Full names and titles should be indicated).)
- B. Cities and their environs:
1. Streets and buildings - general street scenes, showing width, paving, condition of streets, and types of buildings; general scenes showing size and types of buildings, general construction, roofs; important buildings, hotels, public buildings, schools, public squares and market places, etc.
 2. Transportation.
 - (a) Railroads - terminals, switchyards, freight yards, round-houses and repair shops. Pictures of engines and other rolling stock.
 - (b) City transit system - streetcar lines, busses, etc.
 - (c) Air transport facilities - any airfields in existence, showing equipment, facilities, types of planes in use; land around airfields useable for extending field.
 3. Communications - radio stations; telephone exchanges; poles and wires.
 4. Harbor facilities and shipping - Port facilities; or pictures showing channels, types of boats in use, size of anchorage, docks, cranes, warehouses, sheds, ship repair facilities, dry docks, etc. Open roadsteads, lighters, small craft.
 5. Utilities - water supply pipelines, aqueducts, reservoirs, water towers, ice and cold-storage plants, electric plants showing size of installations, fuel storage, oil and gasoline storage tanks.
 6. Repair shops - foundries; machine shops; electrical repair shops; general metal shops.
 7. City environs - terrain; vegetation; landing fields, etc; land use - cattle grazing, crops, etc.; approaches to the city - road, river, etc.; bridges in the city and leading toward the city.
- C. Other subjects:
1. Transportation - river shipping, difficulties of navigation, fueling facilities, loading and unloading, portages; roads, road surfaces, road cuts, difficulties of motor transportation, road construction, bridges and ferries, etc.; railroad right-of-way, bridges, rolling stock, etc.
 2. Manufacturing and extraction plants - sawmills, quarries, mines, fisheries, etc.

Very truly yours,

For the Secretary of State:

Embassy, Legation, or Consulate File No.

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